



STUDENT HANDBOOK

2026 / 2027

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Message from the Principal

Tigers,

Welcome to Arlington High School and the 2026–27 school year! I am excited to begin another year with you and look forward to seeing all that you will accomplish. As your principal, I am committed to supporting your academic success, personal growth, and involvement in the many opportunities our school has to offer.

As we begin the year, I encourage you to carefully read through the Student Handbook. It serves as an important resource that outlines our expectations, policies, procedures, and the information you need to have a successful and rewarding experience at Arlington High School.

Our administrative team, faculty, and staff are dedicated to creating a safe, welcoming, and engaging learning environment where every student is respected, challenged, and encouraged to reach their highest potential. By working together, we can continue to build a positive school culture that reflects the pride and excellence of Arlington High School.

I am confident that the 2026–27 school year will be filled with growth, achievement, and memorable experiences. Let's continue the tradition of excellence that makes Arlington High School one of the finest schools in our state and across the nation.

Go Tigers!

Mr. Davis

Message from the PTSA President

Hey Tiger Families!

Welcome to an Amazing Year at AHS.

As your Parent Teacher Student Association President, I'm excited to share what makes Arlington High School incredible. The PTSA is your school's ultimate support team - parents, teachers, and students working together to turn "wouldn't it be cool if..." ideas into reality.

Why Join PTSA:

Parents: Stay in the know about school events, make a real impact on your teen's experience, and contribute your time flexibly.

Students: Gain leadership opportunities for college apps, have your voice heard in planning events and improvements, and access programs like College Career Day and Stress Less Fest.

Your \$10 membership goes toward:

- Teacher grants for unexpected classroom needs
- Teacher appreciation events because our amazing faculty deserves all the love
- Emergency funds for those unexpected opportunities

Last year, we funded a new winter dance, math, anatomy and physiology, visual arts, world languages, and more. We supported students during stressful times, partnered with college, career and counseling department events, and celebrated our amazing faculty and staff throughout the year. We can only do this with strong membership numbers.

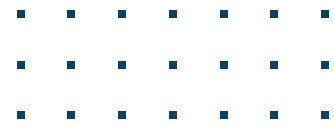
I encourage you to stay connected with us through the Facebook grade-level parent pages. They are great resources for learning about volunteer opportunities, asking questions, and connecting with other parents.

AHS is already incredible, but with YOUR involvement, we can make it extraordinary. Whether you're a freshman parent figuring things out or a senior parent savoring last moments, there's a place for you in our PTSA family.

Go Tigers! 🐯

Angela Moderow
AHS PTSA President
arlingtonhighptsa@gmail.com

Our Team



ADMINISTRATION

Principal: Mr. Christopher Davis
Vice-Principal: Ms. Diana Maroon
Assistant Principal: Dr. Ed Ducey
Assistant Principal: Mr. Reginald Gipson
Assistant Principal: Mrs. Erica Peyton
Assistant Principal: Mr. Joe Welch

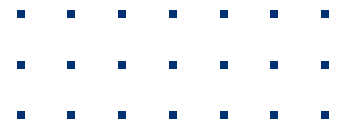
SCHOOL COUNSELORS

Ms. Sherri Buchanan: College and Career
Mrs. Ellen Payne: 9th grade
Mrs. Natalie Humphries: 10th grade
Mrs. Brenda Lawson: 11th grade
Ms. T'Ann Dixon: 12th grade
Mrs. Ja'Neair Johnson: Social & Transition Specialist

ADDITIONAL SCHOOL CONTACTS

Athletic Director: Mr. Josh Manthe
Attendance Operator: Mrs. Connie Hawkins & Mrs. Tatum Howell
Bus Transportation: Mr. Joe Welch
Cafeteria Manager: Mrs. Julie Koonce
Main Office Secretary: Mrs. Brandy Stutts
Guidance Office Secretary: Mrs. Dory Whittaker
Medical Clerk and Front Desk: Mrs. Brandy Hardee
School Newspaper: Mrs. Michelle Fletcher
School Resource Officer: Deputy Lee and Deputy Bills
School Yearbook: Mrs. Lauren Williams
Special Education Records: Mrs. Jeannie Turner
Plant Managers: Mr. Christopher Land & Mr. Nathan Young

Vision and Mission



Vision



Arlington High School students will acquire knowledge and experiences in academic and social settings. Every student will be inspired and challenged to learn and grow, transition into society and become a productive citizen who will contribute to his or her community.

Mission

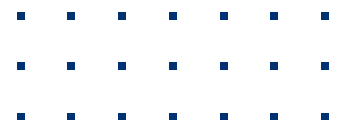


Arlington High School will be an academic institution of excellence, fostering a community of confident, self-directed, life-long learners. Arlington High School will provide exemplary educational experiences that meet the academic expectations of each student, teacher, parent and community stakeholder. Through a commitment to outstanding achievement, self-evaluation and ongoing improvement, Arlington High School will continue to be a premier academic community.

WE BELIEVE:

- Student learning is sustained by providing a fair, supportive, and challenging environment.
- Students are individuals with unique intellectual, cultural, social, physical, and emotional needs.
- Students are encouraged to mature intellectually, socially, and emotionally.
- Students gain confidence by fostering decision-making, critical thinking, and effective communication skills.
- Students become proficient in academics through comprehensive instruction and assessment.
- Student excellence is promoted by recognition of academic and extracurricular achievements, as well as citizenship.
- Students are exposed to research-based curriculum and instructional practices that incorporate a variety of learning styles.
- Students are assessed formatively and summatively by diverse methods in order to evaluate their achievement and mastery.
- Students thrive in an atmosphere that fosters positive relationships and mutual respect among students and staff.
- Student learning and success are enhanced through collaboration of students, parents, administrators, teachers, and the community.

AHS Student Handbook



Purpose

This student handbook contains pertinent information in relation to attendance and discipline policies, counseling services available, as well as helpful information regarding general policies and procedures. Students are responsible for following ACS and AHS policies and procedures at all times. All students will be expected to abide by the ACS and AHS handbooks throughout the school year and be responsible for the contents inside. The ACS handbook can be accessed at <https://resources.finalsite.net/images/v1753127409/acsk12/vzjpap4bjeixterygkdx/ACSStudentHandbook.pdf>

AHS PTSA

The most effective way for parents to become involved is to join the AHS PTSA. Joining the AHS PTSA is a great way for the students and parents to stay informed of the current events and activities that are scheduled throughout the year.

Clubs & Organizations

A list of up-to-date clubs and organizations at Arlington High School is located at <https://www.acsk-12.org/ahs>. You will also find more information about clubs/organizations such as mission/purpose, fees, etc. at this location. Please note that clubs/organizations may be added throughout the year. For additional information about clubs/organizations, please reach out to the local school administration or club sponsor.

Visitors on Campus

No visitors will be permitted in the building or on school grounds unless they have reported to the Main Office or the Attendance Office and have been given permission to remain on campus by the School Principal or his designee. All visitors who wish to visit the campus must report to the office, sign a visitors' logbook, present photo identification verifying his/her identity, and be scanned into the ACS Visitor Management System. Upon approval, the visitor will be required to wear and display a visitor's badge.

Upon exiting the building, visitors must return to the office, return the visitor's badge and report his/her time exit time in the appropriate logbook. Visitors are not allowed to eat lunch with AHS students due to limited cafeteria space.

Items delivered to the school for students should be brought to the Main Office. Due to the large number of students at Arlington High School, students will not be notified in class of a delivery. Students who expect a delivery to the Main Office should check between classes. Our office staff will hold those items until students arrive to pick them up. Deliveries such as flowers, balloons, or fast food will not be accepted.

Schedule Overview

Arlington High School operates on a seven (7)-course rotation schedule, with one class scheduled daily and six block classes scheduled on alternating days. Courses may be semester-long or year long.

Monday Schedule:

- All 7 periods meet for 47 minutes
- STRIPES does not meet

Tuesday - Thursday Schedule:

- Students attend 5 classes each day: 3 block periods, 1 skinny period and STRIPES
- Block periods meet on alternating days for 94 minutes
- Skinny period meets daily for 48 minutes
- STRIPES meets Tuesday–Friday for 40 minutes per day

Students arriving on campus prior to 6:45 AM may enter the building, but they must go immediately to the cafeteria or rotunda where they are to remain until dismissed to go to their first period class.

Six minutes are allotted for class changes between periods. Students are asked to move to the right in hallways when entering and exiting the building, and to not stop and congregate and block traffic during this time. During class, students should not be in the halls without a written hall pass given by the student's teacher of record, including the date, time, destination, and teacher signature. Students must be in the cafeteria during their scheduled lunchtime. Anyone out of the cafeteria without permission is held to the equivalent of cutting class.

Student Support

System To Reach Intervene Push and Enrich Students (STRIPES)

STRIPES is a stand-alone intervention and enrichment period that occurs daily on Tuesday - Friday to meet the needs of all students. For STRIPES, students are released to pre-determined, teacher assigned destinations to attend intervention and enrichment sessions. Through the implementation of STRIPES, AHS adds 2.73 hours of targeted support and enrichment to students each week. **STRIPES attendance is mandatory.** *Failure to attend the assigned STRIPES session is considered to be skipping and will result in a disciplinary referral to the grade level administrator.*

Library

The library provides resources to support the instructional program of the school. No more than five books may be checked out at the same time for a period of three weeks. The library is open from 6:40 a.m. until 2:10 p.m. Monday - Friday.

Parent Conferences

Parent-teacher conferences are encouraged and may be initiated by either the teacher or the parent. The grade level counselor, the teacher, and the parent will work together to schedule a conference.

Late Work Procedure

It is imperative that all students understand the importance of meeting deadlines. It is the expectation that all students turn in work on the day that it is due. When this is not possible, late work will be accepted as follows:

- Late work will only be accepted 2 school days after the due date.
- Once the late work is received, it will be graded to check for mastery of the standards/assignments. 10 points/percent will be deducted each day until the 3rd school day.
- Any work received more than two school days after the due date will receive a grade of 0.

Student Healthcare Management (Policy 6.405)

If a student is required to take non-prescription or prescription medication during school hours without a parent present to administer the medication, only the nurse or the principal's designee will assist the student to self administer the medication in compliance with the following requirements:

- The student must be able to self-administer the medication with assistance;
- The parent must give written permission for school personnel to assist with self-administration of medication.
- Written instructions signed by the parent will be required and will include:
 - Student's name;
 - Name, address, and telephone number of parent/guardian;
 - Name of medication;
 - Name and phone number of the student's physician;
 - Time medication is to be administered;
 - Dosage and directions for administration (prescription medicines must be in the original container with prescribing information attached to the container; and non-prescription medication must be in the original container with dosage and student's name attached to the container);
 - Possible side effects, if known; and
 - Termination date for self-administration of the medication.

The aforementioned must be delivered to the principal's office in person by the parent or guardian of the student.

General Student Health Guidelines

Any student who is diagnosed with a chronic illness should be referred to Coordinated School Health for assistance. Based on individual student health information, the school nurse will develop an Individualized Health Care Plan, Specific Action Plan or Fact Sheet and communicate with school personnel to implement an appropriate plan.

Recommendations for School Exclusion

If a child presents with any of these symptoms at the school clinic, the parent/guardian will be notified and the child must be picked up. The intent of this guide is in the best interest of all and can translate into fewer missed days.

Symptoms	Exclusion Criteria
Appearance/Behavior	- Appears to be severely ill - Is not responsive - Irritable - Persistently crying - Having difficulty breathing - Has a quickly spreading rash
Fever (temperature 100°F or greater by any method)	- Fever and behavior change or other signs and symptoms (e.g., sore throat, rash, vomiting, diarrhea) - Must not return until temperature is below 100°F for 24 hours without the use of <u>fever-reducing medication</u>
Conjunctivitis (pink eye)	May return after 24 hours of starting antibiotic drops (bacterial); or with a note from doctor stating "no longer contagious" (viral)
Diarrhea	- Diapered children whose stool is not contained in the diaper - Toilet-trained children if the diarrhea is causing "accidents" - Stool containing blood or mucus - Diarrhea is defined by stool which is occurring more frequently and/or is less formed in consistency than usual in the child, and not associated with changes of diet
Vomiting	2 or more times in the previous 24 hours, unless the vomiting is determined to be caused by a non-communicable/non-infectious condition and the child is not in danger of dehydration - If child is at school, child must be sent home and free of vomiting episodes for 24 hours
Rash	With fever or behavioral changes, until a primary care provider has determined that the illness is not a communicable disease
Streptococcal pharyngitis (strep throat or other streptococcal infection)	Until fever free and the child has had two doses of a course of an appropriate antibiotic 12 hours apart
Scabies, Ringworm	- Until after the first treatment. - Treatment may occur between the end of the day and beginning of the next day—not requiring any exclusion
Varicella (chickenpox)	Until all lesions have dried or crusted (usually 6 days after onset of rash) and no new lesions have showed for at least 24 hours.
Pediculosis (lice)	Contact school nurse for information
Rubella	Until 7 days after the rash appears
Pertussis (whooping cough)	Until 5 days of appropriate antibiotic treatment (21 days if untreated)
Mumps	Until 5 days after onset of parotid gland swelling
Measles	Until 4 days after onset of rash
Hepatitis A virus	Until 1 week after onset of illness or jaundice or as directed by the health department
Parvovirus (Fifth Disease)	Until rash appears and the child no longer has a fever
COVID-19	- If your child has tested positive for COVID-19 they should remain at home and contact the school nurse as soon as possible. - Any other questions related to COVID-19 contact the school nurse.

This information is based on the latest recommendations addressing health and safety in group settings from the following organizations: American Academy of Pediatrics and the Centers for Disease Control and Prevention.

Commitment to Nutrition

All schools within the District shall participate in the USDA child nutrition programs, which will include but not be limited to, the National Lunch Program and the School Breakfast Program.

Students will be given adequate time to enjoy time to enjoy healthy meals and relax in a pleasant environment. Good nutritional habits shall be encouraged.

Meal Prices

Breakfast Full Pay- \$1.75, Reduce - \$0.30

Lunch Full Pay - \$3.25, Reduce - \$0.40

Second Student Meal - \$5.00

Meal Charge (Policy 3.500)

Students who are unable to pay for their meals at the time of the normal meal service shall be permitted to charge breakfast and lunch. Students may not charge *a la carte* menu items.

Charge Limits: The dollar limit for charges for students is \$20.00 for full pay students and \$4.00 for reduced pay students. Once the student reaches the allowable dollar limit, an alternate meal will be supplied.

Attendance

The Tennessee State Compulsory Attendance Law (T.C.A. 49-6-3001) requires that pupils of legal age attend school unless special circumstances arise which temporarily or permanently excuse the student from attendance.

Tardiness

Students are expected to be at school and in all classes on time. School time missed due to tardiness will be considered cumulatively. Students who are tardy are subject to disciplinary action.

If a student arrives to school between 7:00 a.m. and 7:10 a.m., the student will report directly to the first class of the day. In order to have the tardy excused, he/she must provide the teacher a note from a parent or doctor. If a student arrives to school after 7:10 a.m., the student must check-in through the attendance office. He/She will receive a blue (excused) or yellow (unexcused) slip.

FAILURE TO CHECK IN THROUGH THE ATTENDANCE OFFICE MAY RESULT IN THE STUDENT BEING INCORRECTLY MARKED ABSENT OR TRUANT.

For all other blocks in the day, once the tardy bell rings, teachers will mark students tardy in PowerSchool until 5 minutes after the bell. At 5 minutes after the tardy bell, students are considered out of bounds and will be written up for skipping.

Tardy Discipline Procedure

5th Tardy – 1 Day ISS with parent contact
10th Tardy – 2 Days ISS with parent contact
15th Tardy – 3 Days ISS with parent contact
Subsequent Tardies – Level 3 Offense with parent contact

****This procedure is for all unexcused tardies for all class periods. This includes unexcused check-ins to class. Tardies are cumulative and will reset at the start of each quarter.**

Reporting Absences

Absentee notes are required to be uploaded via the online form within five (5) days of the student returning to school after the absence. Teachers and staff do not accept paper notes. Notes for requests of College/Postsecondary Visits and Non-School Sponsored Extracurricular Activities must be submitted no later than seven (7) days prior to the student's absence, per ACS Board Policy 6.200.

If a student misses 10 or more days of school, they are required to have a doctor's note for future absences, per ACS Board Policy 6.200. A letter will be mailed once the student misses 10 days of school.

If a student has 5 or more unexcused absences, they are considered truant and warning notices will be mailed to their parents per ACS Board Policy 6.200.

Checking Out of School

Students may check out with a parent note that is provided to the attendance office before 7:00am. NO faxes, phone calls or emails will be accepted. No student is allowed to check-out after 1:30 p.m.

Truancy

Truancy is defined as an absence for an entire school day, a major portion of the school day or the major portion of any class, study hall or activity during the school day for which the student is scheduled. Any parent, guardian, or other person who has control of a child, and who violates the State's truancy law, commits educational neglect, which is a Class C misdemeanor. Each day's unlawful absence constitutes a separate offense.

Driver's License or Permit

To obtain a driver's license or permit to drive in Tennessee, the Department of Safety requires each person between the ages of fifteen (15) and seventeen (17) inclusive to:

- Obtain a Certificate of Compulsory Attendance, and
- Pass a Driver's Education class OR have a learner's permit (for at least 3 months).

The Certificate of Compulsory Attendance is provided by the high school attendance office to students who meet the legal requirement of compulsory attendance, in addition to currently passing three (3) full unit subjects or the equivalency. To maintain the driver's permit or certificate, the student must continue to meet the legal requirement of compulsory attendance and the academic requirement of currently passing three (3) full unit subjects or the equivalency.

Withdrawal From School

To withdraw from school, it is necessary for the student to turn in school issued devices with charging blocks and cords, parking permit, and all textbooks issued to the attendance office and to request a withdrawal form. If the necessary procedures are not followed, grades and pertinent information will not be released.



School Discipline

ACS Policy 6.313

ACS has adopted a disciplinary policy to protect all members of the educational community in the exercise of their rights and duties and to maintain a safe learning environment where orderly learning is possible and encouraged. This Policy applies to behavior violations that take place on school grounds; at bus stops; en route to and from school, but not limited to, school buses; off grounds at school-sponsored activities; or off school grounds if the behavior is disruptive to the learning environment or constitutes a threat to the safety, health or welfare of a student or students and/or school personnel.

For behavior violations not listed in Policy 6.313, the Principal has the authority to determine consequences in accordance with the level that is comparable to the violations listed in the category.

The following list is not intended to be all-inclusive. Its purpose is to maintain a safe learning environment. Disciplinary measures shall be implemented in a way that:

1. Balances accountability with an understanding of traumatic behavior;
2. Teaches school and classroom rules while reinforcing that violent or abusive behavior is not allowed at school;
3. Minimizes disruptions to education with an emphasis on positive behavioral supports and behavioral intervention plans;
4. Creates consistent rules and consequences; and
5. Models respectful, non-violent relationships.

Arlington High School will implement the following consequences for behavior infractions at each level, unless otherwise noted.

Level 1

Examples of Level 1 Behaviors (not intended to be all-inclusive)

- Intentional disruption of the classroom, cafeteria, or school related activities
- Failure to do assignments or carry out directions
- Possession of lighters and matches

Consequences	
First Offense	Verbal Warning
Second Offense	Detention
Third Offense	1 Day ISS
Fourth Offense and Subsequent Offenses	Refer to Level Two Disciplinary Options

For Level 1 behavior violations that are not addressed below, the first and second offenses will be handled in the classroom by the teacher.

Level 2

Examples of Level 2 behaviors (not intended to be all-inclusive)

- Continuation of unmodified Level 1 behaviors
- Threatening bodily harm to another student
- Advising or counseling others to engage in Level 3, 4 or 5 behaviors

Consequences	
First Offense	1 Day ISS
Second Offense	2 Days ISS
Third Offense	3 Days ISS
Fourth Offense and Subsequent Offenses	Refer to Level Three Disciplinary Options

Level 3

Examples of Level 3 behaviors (not intended to be all-inclusive)

- Continuation of unmodified Level 2 behaviors
- Immoral or disreputable conduct
- Harassment on the basis of sex, race, religion, natural origin, ethnicity, gender, disability

Consequences	
First Offense	4 Days ISS
Second Offense	5 Days ISS
Third Offense	6 Days ISS
Fourth Offense and Subsequent Offenses	Refer to Level Four Disciplinary Options

When necessary, law enforcement authorities will be notified.

Level 4

Examples of Level 4 behaviors (not intended to be all-inclusive)

- Continuation of unmodified Level 3 behaviors
- Arson
- Making a false report of harassment

Consequences (depending on severity)
Out of School Suspension or 11 Days to 1 School Year - Remand to Alternative Education Program

When necessary, law enforcement authorities will be notified.

Level 5

Examples of Level 5 Behaviors (not intended to be all-inclusive)

- Possession, sale, of drugs or evidence of the use of drugs, not included in T.C.A. 389-17-403, 39-17-415, 39-17-454, and 53-10-101
- Assault against an ACS employee*
- Battery upon any school employee
- Failure to report threat of mass violence

Consequence
11 Days to 1 School Year - Remand to Alternative Education Program

When necessary, law enforcement officials will be notified.

Modification of the consequence for Level 5 violations can be made by the superintendent or the Disciplinary Hearing Authority.

*Any student who commits assault, as defined in T.C.A. 39-13-101, against an ACS employee shall be suspended for the period of time specified by the Principal or Assistant Principal, and from attendance at all school-sponsored events for no less than (1) calendar year, unless modified by the Superintendent.

Zero Tolerance Offenses

- Unauthorized possession of a firearm on school property or while attending a school sponsored activity.
- Committing aggravated assault resulting in bodily harm upon a teacher, principal, administrator or any other employee of the school district, or any school resource officer.
- Unlawfully possessing any drug, including controlled substances, controlled substance analogues, or legend drugs on school grounds or at a school sponsored activity.
- Threatening mass violence on school property or at a school related activity.

Consequence (depending on severity)
Mandatory 1 calendar year expulsion except that the Superintendent may modify on a case-by-case basis.

ADDITIONAL DISCIPLINE GUIDANCE

For certain offenses, we will enforce more specific progressive discipline measures to ensure

a safe and productive learning environment. This approach supports our goal of equipping high school students with the tools they need for both success in school and in their future endeavors.

*Skipping/Cutting Class	
First Offense	1 Day ISS
Second Offense	2 Days ISS
Third Offense	3 Days ISS
Fourth Offense	4 Days ISS
Fifth Offense	5 Days ISS
Subsequent Offenses	Refer to Level Two Disciplinary Options

**If a student leaves campus without following the AHS check-out procedure, this will be considered skipping/cutting class. The first offense, in this case, will be 3 days ISS.*

*Dress Code Violations	
First Offense	Warning
Second Offense	1 Day ISS
Third Offense	2 Days ISS
Fourth Offense	3 Days ISS
Fifth Offense	4 Days ISS
Subsequent Offenses	Refer to Level 2 Disciplinary Options

**In cases of egregious dress code violations—such as pajamas, sleepwear or blankets, visible midribs, low-cut shirts, extremely short skirts, dresses, or shorts - this includes any clothing that reveal skin above fingertip length on the leg —the student must immediately correct the violation or contact a parent for a change of clothing. Students who are unable to correct the violation will remain in ISS for the rest of the day.*

Tobacco/Vape Use/e-Cigarettes	
First Offense	3 Days ISS
Second Offense	5 Days ISS
Third Offense	2 Days OSS
Fourth Offense	5 Days OSS
Fifth Offense	Alternative Program Placement

Fighting	
First Offense	5 Days OSS
Second Offense	7 Days OSS
Third Offense	10 Days OSS
Subsequent Offenses	Refer to Level Two Disciplinary Options

Inciting others to Fight	
First Offense	3 Days ISS
Second Offense	5 Days ISS
Third Offense	1 Day OSS
Subsequent Offenses	3 Days OSS

Inappropriate Use of Personal Communication Device	
First Offense	3 Days ISS
Second Offense	5 Days ISS
Third Offense	1 Day OSS
Subsequent Offenses	3 Days OSS

Open or Defiant Attitude Toward a Staff Member	
First Offense	1 Day ISS
Second Offense	2 Days ISS
Third Offense	3 Days ISS
Any Offense After the Third Offense	Refer to Level Three Disciplinary Options

Vulgar or Profane Remarks or Non-Verbal Gestures to School Staff	
First Offense	1 Day OSS
Second Offense	3 Days OSS
Third Offense	5 Days OSS
Any Offense After the Third Offense	Refer to Level Three Disciplinary Options

Open or Defiant Attitude Toward an Administrator	
First Offense	1 Day OSS
Second Offense	2 Days OSS
Third Offense	3 Days OSS
Any Offense After the Third Offense	Refer to Level Three Disciplinary Options

Interrogations and Searches (Policy 6.303)

Students may be questioned by principals, vice-principals, or assistant principals about any matter pertaining to the operation of the school or school district, including but not limited to school policies and procedures. Questioning must be conducted discreetly and outside the general student population.

Searches by School Personnel

When circumstances dictate, ACS principals may order that vehicles parked on school property by students or visitors, containers, packages, lockers or other enclosures used for storage by students or visitors, and other areas accessible to students or visitors be searched in the principal's presence or in the presence of other members of the principal's staff.

A student may be subject to a physical search by the principal, vice-principal or assistant principal because of the results of a locker search, or because of information received from a teacher, staff member, student or other person if the principal determines that all of the following standards of reasonableness are met:

- A particular student has violated school policy;
- The search will yield evidence of the violation of school policy or will lead to disclosure of a dangerous weapon, drug paraphernalia or drug;
- The search is in pursuit of legitimate interests of the school in maintaining order, discipline, safety, supervision and education of students;
- The search is not conducted for the sole purpose of discovering evidence to be used in a criminal prosecution; and
- The search is reasonably related to the objectives of the search and not excessively intrusive in light of the age and sex of the student, as well as the nature of the infraction alleged to have been committed.

NOTE OF CAUTION: HOLDING PROHIBITED ITEMS OR SUBSTANCES - In instances dealing with drugs, alcohol, tobacco, weapons, and or any other items or substances prohibited by policy or state law, students who HOLD these items or substances for other students are considered to have possession and are subject to disciplinary action. **DO NOT HOLD PROHIBITED ITEMS OR SUBSTANCES FOR OTHER STUDENTS ON THE SCHOOL CAMPUS OR AT SCHOOL-SPONSORED ACTIVITIES.**

AUTHORITY TO ENFORCE THE ACS DISCIPLINE POLICY

ACS teachers and administrators who have received training in evidence-based supports in regard to student behavior and discipline are authorized to enforce this ACS Discipline Policy, in school, on school buses, or at school-sponsored events, including but not limited to, sporting events and approved field trips that take place away from school property.

REFERRALS

As a method for managing student behavior, ensuring the safety of students and ensuring students the opportunity to learn in an orderly and disciplined classroom, a teacher may refer a student to the Principal/designee.

Referrals shall be kept in a student discipline file and shall not become a part of the student's permanent record.

Student Discrimination, Harassment, Intimidation, Bullying & Cyberbullying

ACS POLICY 6.304

Students are expected to treat one another with respect, which means that harassment, intimidation, bullying, and cyber-bullying are prohibited. Sexual harassment complaints shall be made pursuant to ACS Board Policy 1.806, Title IX Complaints, Including Sexual Harassment Complaints.

Bullying/Intimidation/Harassment – An act that substantially interferes with a student's educational benefits, educational opportunities, or educational performance, and:

If the act takes place on school grounds, at any school-sponsored activity, on school-provided equipment or transportation, or at any official school bus stop, the act has the effect of:

- Physically harming a student or damaging a student's property;
- Knowingly placing a student in reasonable fear of physical harm to the student or damage to the student's property;
- Causing emotional distress to a student or students; or
- Creating a hostile educational environment.

If the act takes place off school property or outside of a school-sponsored activity, it is directed specifically at a student or students and has the effect of creating a hostile educational environment or otherwise creating a substantial disruption to the educational environment or learning process.

Cyber-bullying means a form of bullying undertaken through the use of electronic devices. Electronic devices include, but are not limited to, telephones, cellular phones, or other wireless telecommunication devices, personal digital assistants, computers, electronic mail, instant messaging, text messaging, and websites.

Consequences

Any student who commits an act of harassment, intimidation, bullying and/or cyber-bullying shall be

disciplined in accordance with ACS Policy Manual. Any employee that commits acts of harassment, intimidation, bullying and/or cyber-bullying to a student shall be disciplined in accordance with ACS Discipline Procedures established in the ACS Policy Manual.

Any student or employee found to have falsely accused someone of having committed an act of harassment or intimidation, bullying or cyber-bullying, as a means of harassment or intimidation, bullying or cyber-bullying shall be disciplined in accordance with ACS Discipline Procedures established in the ACS Policy Manual.

Reporting

Any student that believes that his/her child is the subject of or has witnessed an act of harassment, intimidation, bullying and/or cyber-bullying shall report the conduct to any school teacher, school counselor, or school administrator. All such reports shall be immediately reported to the School Principal.

Any parent/guardian of a student that believes that his/her child is the subject of or has witnessed an act of harassment, intimidation, bullying and/or cyber-bullying shall report the conduct to any school teacher, school counselor, school administrator, or ACS Federal Rights Coordinator. All such reports shall be immediately reported to the School Principal.

Any ACS employee that witnesses an act of harassment, intimidation, bullying or cyber-bullying shall report the conduct to the School Principal.

Any ACS employee, student or volunteer who witnesses or possesses reliable information that a student has transmitted by an electronic device any communication containing a credible threat to cause bodily injury or death to another student or school employee shall report such information to the school principal or ACS Federal Rights Coordinator.

Reports of harassment, intimidation, bullying, and/or cyber-bullying may be made anonymously to any school teacher, school counselor, school administrator or ACS Student Services representative or by accessing the ACS Tip Hotline at AHSTIPHotline@ACSK-12.org. All such reports will be immediately reported to the School Principal. Formal disciplinary action may not be taken against a student based solely on an anonymous report.

Contact Information for the ACT Federal Rights Coordinator is:
Federal Rights Coordinator (ACS Student Services Supervisor)
12060 Arlington Trail
Arlington, TN 38002
Telephone: (901) 389-2497, Ext. 2560

No Retaliation

Acts of reprisal or retaliation against any person who reports an act of harassment, intimidation, bullying and/or cyber-bullying are strictly prohibited. If a student retaliates against a reporter of an act of harassment, intimidation, bullying and/or cyber-bullying will be disciplined in accordance with ACS Discipline Procedures established in the ACS Policy Manual.

Investigation

The principal of each school or their designee will investigate reports of harassment, intimidation, bullying and/or cyberbullying, including but not limited to, reports that a student has transmitted by an

electronic device any comments containing a credible threat to cause bodily injury or death to a student or school employee.

The Principal shall commence the investigation of such reports within 48 hours of receipt of the report unless the need for more time is appropriately documented. The Principal or the Principal's Designee shall initiate an appropriate intervention within twenty (20) calendar days of receipt of the report, unless the need for more time is appropriately documented. Within 48 hours of the findings being complete, the Principal or the Principal's designee shall inform the parent/guardian of the student/s involved of the findings of the investigation and whether corrective action was taken.

After the Principal or the Principal's designee has determined that a student was involved in an act of harassment, intimidation, bullying or cyber-bullying, the Principal or designee will immediately inform the parent/guardian of the involvement. The Principal or the Principal's designee shall inform parents/guardians of the availability of counseling or support services by school counselors and support services by school counselors for parents/guardians believing that such services are necessary.

In cases of substantiated harassment, intimidation, bullying or cyber-bullying shall meet with the victim within 5 days after the appropriate intervention has been given to ensure that there are no further acts of harassment, intimidation, bullying or cyber-bullying or retaliation. The Principal or Principal's designee shall again meet with the victim (30) days after the intervention has been given.

Student Use of Personal Communication Devices

ACS Policy #6.312

Personal wire communication devices must be turned off, not in view, and stored away during each class period. Since transition time and lunch are not instructional time, students will be allowed to use their devices during these times.

Offense Levels:

- **1st Offense:** A warning will be issued from the teacher/staff member.
- **2nd Offense:** A warning will be issued from the teacher/staff member with parent contact.
- **3rd Offense:** A referral will be made to the grade level administrator w/ teacher documentation of 1st offense/2nd offense. 1 Day ISS will be assigned with parent contact.
- **4th Offense:** Progressive discipline will be assigned to included but not limited to additional days ISS or OSS with parent contact.

If three offenses happen in one class period, an immediate referral to grade level administrator with student removal from class. Only school issued wireless devices are approved for teaching/learning.

Dress Code

Arlington Community Schools is committed to ensuring a safe and secure learning environment for each student. There is a clear relationship between neat, appropriate attire and a productive learning environment. Apparel or appearance that tends to draw attention to an individual rather than to a learning environment should be avoided.

In an effort to foster the most productive learning environment for students, the following dress code standards for students in Grades 9 – 12:

- Pants must be worn at the waist and at a safe length.
- Shirts or tops must completely cover the abdomen, back and shoulders no midriff visible. Low cut blouses, shirts, or tops are prohibited.
- Head coverings, such as caps, scarves, hoods, hats, etc., except for religious or medical reasons, must not be worn inside the school building.
- Footwear is required and must be safe and appropriate for physical activity.
- Clothing items bearing writings or images of: (1) substances such as drugs, alcohol, tobacco, etc.; (2) offensive, vulgar, lewd, or indecent speech; (3) gang-related indicia or (4) racially or ethnically divisive symbols or messages, shall not be worn.
- Skirts, dresses, and shorts must extend below the fingertip.
- Sleepwear, pajamas, and/or blankets cannot be worn at school.
- Clothing with tears or holes allowing skin to be shown cannot be worn at school.
- Sunglasses shall not be worn indoors at school except for health purposes.
- Facial jewelry including tongue piercings or nose rings shall not be worn at school, with the exception of small, subtle eyebrow and nose jewelry. The Principal shall have the sole discretion in determining whether the jewelry is small and subtle.

School officials may also prohibit the wearing of clothing bearing any image which would substantially or materially interfere with school activities or the learning environment. The principal may allow exceptions for school-wide programs or special classroom activities.

The school administration will administer appropriate consequences for policy violations.

Transportation Services

A bus is an extension of the classroom, and students must conduct themselves on the bus in a manner consistent with established standards classroom behavior. A student who violates bus rules which impact the safety of others may have their transportation privileges suspended by the principal. The bus driver is authorized to assign seats on the bus:

- Special education students must have a parent or guardian at their residence to receive them when dropped off. If there is no one present, they will be returned to their school for supervision until picked up by a parent.
- Cooperate with the driver. Students shall be respectful and not use profane or abusive language.
- Use of aerosol sprays, perfumes, etc. is prohibited.
- No screaming or yelling on the bus.
- Students will not throw items in or out of the bus. This behavior can cause serious safety consequences.
- No fighting, bullying, harassment, or horseplay on the bus or at the bus stop.
- Students will not deliberately stand on private property while waiting for the bus.
- Students will load and unload the bus in a safe and timely manner. Be at your bus stop at least five (5) minutes prior to your assigned time.
- Students must stay seated and not turn around in their seat. Nothing can block the aisle.
- Smoking and use of tobacco and/or use of drugs on the bus or at the bus stop is prohibited.
- Students will not extend hands, arms, head or any body parts out of the window.
- Students will not tamper with equipment or vandalize the bus. Parents/students will be charged for repair to damage of the interior/exterior of the school bus.
- Keep the bus clean. No eating or drinking on the bus.
- Cell phones may not be used for phone calls, texting or taking pictures at any time on the bus.

They are approved only to be used with headphones to listen to music.

- Students may only ride the bus which serves their home address and may only board or get off the bus at their assigned stop.
- Backpack size is limited to one the student can pick up and hold in their lap.
- Large band instruments are not allowed on the school bus. (*Refer to The ACS Student-Parent Handbook.)

Student Drivers

Freshman are not allowed to drive to Arlington High School. The speed limit on the Arlington High School campus is 5 mph. Students who decide to exceed the speed limit or drive recklessly will be disciplined and can lose driving privileges for an extended period of time.

Cafeteria Rules

The outdoor eating area is intended for **Seniors only**. All other students are required to eat in the cafeteria. Unopened drink cans, water bottles, or box drinks are the only drink containers permitted on campus (glass bottles are not permitted) and are to be used only during lunch in the cafeteria or after school during extra-curricular activities. No guests are allowed in the cafeteria, nor can deliveries be made to students in the cafeteria. Students are expected to conduct themselves properly in the cafeteria and clean up their area when lunch is over. Inappropriate behavior while in the cafeteria may result in disciplinary action.

Student User Agreement

We are pleased to offer students of Arlington Community Schools access to district electronic resources. Our goal in providing this service is to promote educational excellence in our system by facilitating resource sharing, innovation, and communication. Electronic resources provide students with access to vast amounts of information and numerous opportunities for communication. Every student in grades K-12 will be issued an iPad as an instructional tool, providing the student the ability to access academic content anywhere at anytime.

Our intent is to make internet access available to students to help further educational goals and objectives. However, parents/guardians should be warned that even with district content filtering in place, if students disregard the guidelines of the school and/or system, they may find ways to access materials via the Internet which may contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. We believe that the benefits to students from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages.

During school, teachers will guide students toward appropriate materials. Outside of instruction and with independent access, students/parents/guardians bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, cellphones, movies, social media, and other potentially offensive media. Schools will ensure that procedures for access and standards of conduct regarding Internet use are communicated to students through appropriate instruction on Internet Safety. It is presumed that students given access will comply

with District standards. The District cannot be held responsible for items including but not limited to materials, images, video, ideas and concepts that a student may gain by his or her inappropriate use of the internet.

The use of ACS District technology resources is a privilege, not a right. The privilege of using the technology resources provided by the ACS School District is not transferable or extendable by students to people or groups outside the district and terminates when a student is no longer enrolled in an ACS school. This information is provided to make all users aware of the responsibilities associated with efficient, ethical, and lawful use of technology resources. Violations may result in disciplinary action up to and including suspension/expulsion for students or legal action.

See the ACS Student/Parent Handbook for additional information.

Student Fees

Student Activity Pass

A student activity pass with a fee of \$60 will be available to all students but required of all students participating in any sport, club, extracurricular activity, etc. The fee will help with the cost of coaching supplements. The benefits of this yearly charge will include entrance into all home ball games, fine arts productions, and various other student activities. The student activity pass does not apply to the Spring Musical. Your student activity card will be your key to student life after 2:00 P.M.

Classes and Clubs

There are various classes and organizations that charge optional fees in order to maintain the quality of the programs. Course fees cover the cost of supplies, workbooks, practice tests, national exams, and uniforms. These fees are outlined in detail on the AHS website. For more information regarding these fees, go to the AHS website and click on the link entitled Student Information and then choose AHS Fees.

Senior Lot Parking Permit

Premium parking is located in the SW parking lot in front of the athletic complex. This is available to seniors only. All other seniors, first come basis \$60.00.

Student Parking Permit

Students must purchase a parking permit and park in the designated student parking lots only. Failure to do so will result in disciplinary action and may also include the loss of driving privileges on campus. The cost for parking permits is \$50.00 and is available for purchase during school registration.

Textbooks

It is the student's responsibility to keep up with the textbooks issued by Arlington High School. The student name must be written on the inside, front cover of each textbook by the issuing teacher. Textbooks will be returned to the teachers on an announced at the end of the school year or at the

end of the semester, if enrolled in a semester course. Students not following the proper procedures will be responsible for the cost of any missing and/or damaged textbooks. Students are required to keep any textbooks issued covered at all times.

School Counseling Department

The School Counseling Department at Arlington High School serves the students, faculty, parents, and the community. Realizing that each student has individual needs and abilities, our efforts are designed to prepare a competent, responsible, self-reliant individual who can reach maximum potential. The school-counseling program seeks to assist all students to mature in self-understanding, responsibility, decision-making, and the development of values.

Counselors meet with all grade level students for assistance with course scheduling, grade information, graduation requirements, career planning, intervention, tutoring, study skills, summer programs, and test preparation. All counselors are also available to discuss any academic or personal concerns.

Our school counselors have an open-door policy; however, if the counselor is unavailable, the student should complete a counseling form, and he or she will be contacted as soon as possible. In the case of an emergency, students will be seen immediately.

Parents are encouraged to contact teachers or school counselors to obtain information on academic progress. Parent conferences are encouraged and can be scheduled by contacting the student's grade level counselor. One school-wide Parent Conference night is scheduled each semester (see calendar for dates). If a parent would like to schedule a meeting with a teacher on one of those designated dates, that may be done by contacting the school counseling office or the individual teacher.

Report Cards and Interim Reports

Report cards are provided to parents/guardians via the ACS Student Management System/Parent Portal. Parents must be notified within a report card period when a student is not doing acceptable work. Parent-teacher conferences should be held for gaining parental support in an effort to improve student performance. At the midpoint of the nine weeks, parents will be notified on student's progress via the PowerSchool Parent Portal.

6 -12 Academic Grade Scale

Grades are reported on report cards and transcript records using numerical values as indicated below:

- A.....90-100
- B.....80-89
- C.....70-79
- D.....60-69
- F.....50-59

NOTE: *If an erroneous grade has been entered, correction must be made and a new report card issued to the student via the PowerSchool Portal. Grading systems other than the above must be approved in writing by the superintendent.*

Nine-Week Grades

Grades given at the end of each nine-week period will be determined by the average of daily work, oral and written assignments, tests and other teacher created assignments. A minimum of twelve (12) grades for the nine-week period should be recorded for each subject. Fifty percent (50%) of the twelve grades should be earned and recorded by the interim of the nine-week term. The teacher will assess all student assignments and weigh the value of grades given for various assignments within the nine-week term in computing the term grade. This procedure will enable the teacher to allow for individual student differences in the grading process. Grades for homework assignments (10% maximum) should be given with care, since the student may not always complete homework. Homework assignments are of value in affording students needed practice, and such assignments should be made within practicable limits.

Please note that the students who enroll in a dual enrollment course at a university or college, students will follow all grading requirements associated with that dual enrollment course. Grading requirements for a dual enrollment course may differ from ACS/AHS grading requirements, and it is important for the parent/student to understand the grading requirements associated with the university/college/course before enrolling.

Semester Exam Exemptions

Non-EOC Courses: In grades 8-11, a student having a 90 or higher average for the two-quarter grades (3rd & 4th) in a specific course and having five (5) or fewer excused absences in that same course will be exempted from the second semester exam if the student desires. When a student is exempted from the examination, the semester average will be the average of the two term grades. 12th grade students are eligible for exam exemption during both semesters.

Any unexcused absence in a course will disqualify the student from an exam exemption in that course.

Exam exemptions for transfer students will only be considered when the AHS exam exemption requirements are met. Office grade transcripts/official attendance records from the previous school must be furnished to Arlington High School. The received official attendance record must specifically note excused and unexcused absences. Grades and attendance will be reviewed and used in making an exam exemption decision. Any discrepancies will be reviewed by the local school principal. The decision of the principal will be final.

EOC Courses

In lieu of students taking both a second semester exam and the state-mandated end of the year test (EOC), students will take only the EOC exam. This is a state-mandated test, so there is no provision for being exempted. The EOC score, which is considered the second semester exam, will be calculated as part of the second semester grade and count 15% of the semester average.

AP Courses

Students enrolled in an AP course will take the College Board AP Exam. Therefore, they will not be required to take the teacher generated semester exam if the student desires. If the student does not

take the teacher created exam, the semester average in the AP course will be the average of the two quarter grades.

Credits

Credits will be awarded in 0.5 increments upon successful completion of a semester.

If the two semesters averaged together is a 60% or higher, 1.00 credit is earned for the course.

Advanced Coursework Weighting Points

Advanced Placement: For Advanced Placement courses, teachers will add five (5) points to each quarter grade and five (5) points to each semester exam grade. Points are not added to the semester average. Students enrolled in Advanced Placement courses are expected to sit for the standardized AP exam. Students who fail to sit for the standardized AP exam will not be awarded the additional points attributed to the AP course. These points will be retroactively removed.

Dual Enrollment/Dual Credit/Industry Certification-aligned courses: For dual enrollment, teachers will add five (5) points to each quarter grade and five (5) points to each semester exam grade. For dual credit, and industry certification-aligned courses, teachers will add four (4) points to each quarter grade and four (4) points to each semester exam grade. Points are not added to the semester average. Students who fail to sit for an industry certification aligned course/test will not be awarded the additional points attributed to the course/test. These points will be retroactively removed. For dual enrollment, dual credit and industry certification courses, parents and students need to have a clear understanding with the partner university/college about admission requirements, grading, financial obligations and course transfers from high school to university/college. Students enrolled in dual enrollment courses / dual credit courses are solely responsible for any fees outside of scholarship limits. Also, Arlington High School will not be responsible for dual enrollment/dual credit courses that are not accepted as credit at a student's university/college of choice before or after high school graduation. Also note, if a student loses any grant associated with a dual enrollment course, the parent/student becomes responsible for the cost associated with the course.

Honors Courses: For honors courses, teachers will add three (3) points to each quarter grade and three (3) points to each semester exam grade. Points are not added to the semester average.

Quality Points

<u>Standard classes</u>	<u>Honors classes</u>	<u>Dual Credit/AP Classes/Dual Enrollment/Industry Certification</u>
A=4.0	A=4.5	A=5.0
B=3.0	B=3.5	B=4.0
C=2.0	C=2.5	C=3.0
D=1.0	D=1.5	D=2.0
F= 0	F= 0	F= 0

Laude System

Effective with the graduating class of 2022 and beyond, the laude system will be used rather than a class rank system. Please consult ACS Policy 4.605 for information on the laude system.

Grades 9-12 Conduct Grades

Conduct grades are not assigned in grades 9-12. For conduct criteria in high school, the school will monitor all tardies, ISS, OSS, and any other discipline referral.

High School Educational Requirements

Grade Classifications for High School Students

Students in grades 9-12 will follow their grade level cohorts. Please note that just because a student transitions to a higher grade level does not mean a student is on track to graduate. All students must fulfill all state graduation requirements by the end of their 12th grade year.

Credit Recovery

Credit Recovery is designed to provide students an opportunity to recoup credit needed for graduation if shown mastery of 50% of content in the course. Arlington Community Schools provides credit recovery as self-paced online courses that meet the Tennessee Standards for course credit. Credit Recovery procedures in the district will follow all State of Tennessee guidelines for placement, assignments, assessments, and grade assignments.

Home School Grades

For information regarding enrollment following home-school attendance, please contact the Department of Accountability at 901.389.2497.

Transfer Grades

In order to receive credit when a student transfers to Arlington Community Schools from another district, official transcripts must be requested to determine grade level, credits earned, and GPA. The district will use the procedural ACS Grading Conversion Chart for K-12 students. It is highly advisable for parents and students who transfer in to the district with incoming transcripts to have a clear understanding of the procedure for grade conversion before enrolling. Transfer grades to ACS will be transferred to the ACS grade scale that was in effect during the grade enrollment year association reflect on the incoming transcript. When granting credit to students transferring to Arlington Community Schools from out of state with credits that have no Tennessee course codes, designated general subject area codes will be used. These codes will denote an elective credit granted out of state. Any student who enrolls in Arlington Community Schools without transfer grades should be directed to the Academic Office for review and guidance. The Chief of Academics will review all transfer grades and grant credit. The decision after the review will be final.

Virtual Courses

Virtual Courses taken outside of the school day will not count in any GPA calculation or Laude Matrix Selection.

Only virtual/online courses officially sanctioned inside a school day schedule/MOU agreement at Arlington High School/Arlington Middle School will be calculated into the GPA & Laude Matrix Selection. Please consult your local school guidance counselor for a list of virtual/online courses officially sanctioned and offered within a school day schedule.

Graduation Requirements

(Per the Tennessee Diploma Project, Implemented 2009)

Any student who graduates with a regular diploma from a public school in Tennessee must earn the number of credits as indicated below. Diplomas will not be issued to students of Arlington Community Schools who have not met these requirements. Special Education students may earn a regular diploma based on the IEP team’s recommendation and by fulfilling the requirements of the IEP. Special Education Diplomas may or may not be acceptable at some postsecondary schools.

Course	Credits
English.....	4.00
Mathematics (including Alg. I & II, Geometry, and 4 th higher level math).....	4.00
Science (including Biology, Chemistry or Physics, and a 3 rd lab course).....	3.00
Social Studies (including U.S. History & Geography, World History & Geography, U.S. Government & Civics, and Economics).....	3.00
Wellness & *Physical Education.....	1.50
Personal Finance.....	0.50
Fine Arts.....	1.00
Foreign/World Language (two years of same language).....	2.00
Elective Focus (Math & Science, CTE, Humanities/Liberal Arts, Advanced Placement, Journalism, etc.).....	3.00
Total.....	22.0**

*The physical education requirement may not be met by substituting an equivalent time of physical activity in other areas including, but not limited to marching band, JROTC, cheerleading, interscholastic athletics, and school sponsored intramural athletics. See your school counselor for information and the correct form.

For more information on the Tennessee Diploma Project, visit the TN Department of Education web site at the following: <http://www.tennessee.gov/education> or see your assigned school counselor.

**Beginning with the 2024-2025 9th grade cohort, Computer Science is required for graduation.

Students should always consult with their preferred university or college for that school’s admission requirements.

Participation in Commencement Exercises (Policy 4.606)

Only students who have met all state requirements and mandates for a high school Regular Diploma, Diploma of Specialized Education, or Occupational Diploma by graduation date will be allowed to participate in commencement exercises. A student’s behavior must be acceptable to

the school principal in order for the student to participate in the school graduation ceremonies. Students who are under suspension at the time of commencement will not be eligible to participate in commencement exercises.

Per the AHS Graduation Packet handbook, honor cords, tassels, medals, and stoles worn at graduation are only those distributed by Arlington High.

K-12 Makeup Work

Students who receive an excused absence will be provided the opportunity to make-up missed work. Students will be allowed one day (1) day for each day they are absent.

Students with an unexcused absence due to reasons other than suspension, will be provided the opportunity to make-up missed work for up to five (5) unexcused absences. Students will be allowed one (1) day for each day they are absent.

Make-up work must be requested no later than two (2) days after the student returns to school. Students will be allowed one day (1) for each day they are absent.

Students in Grades 6-12 receiving their first out of school suspension in a school year may be permitted to complete and receive credit on make up work for their assignments by performing pre-approved community service. Please refer to the ACS Attendance Policy 6.200 for additional information and consult with your child's local school administrator for guidance for pre-approved and framework for community service.

K-12 Promotions and Retention (Policy 4.603)

Students shall progress in sequential order from grade to grade. **ACS does not permit any student to skip grade levels.**

State Mandated Assessments Grade Inclusion

State-mandated student testing programs shall be undertaken in accordance with procedures published by the State Department of Education.

ACS shall publish on its website information related to State and ACS mandated tests that will be administered during the school year.

For grades 3-8, the TCAP assessment will count as 15% of the second semester average. For EOC classes, the states end of year assessment (EOC) will be considered as the second semester exam and will count as 15% of the semester average. There is no opt out for state testing.

Homework Request Procedure

For short-term absences, it is time-efficient in most cases for students and/or parents to access assignments on Canvas or contact teachers directly for make-up work. For long-term absences of three or more consecutive days, arrangements may be made to collect homework by contacting the Guidance Office (before 10:00 AM). If requested prior to 10:00 AM, the homework will be available in the Guidance Office after 12:30 PM the following workday. Students are expected to complete the assignments prior to returning to school.

AHS Honor Code

Honor is one of a person's greatest attributes. An honor system is based on the premise that a person upholds the highest standards in all that he or she does. Honor and integrity are related to a school's key characteristics. Without honor, students cannot achieve their maximum potential.

Under the honor code of Arlington High School, it is expected that all students will demonstrate honesty and integrity in their conduct. Cheating, plagiarism, lying, and forgery, will not be tolerated under any circumstances. Any student who violates the honor code must be held accountable for compromising the honor and trust of our community.

Each student is responsible for upholding and enforcing the Honor Code. The Arlington High School Honor Code cannot work unless each student takes action when he or she believes anyone may have violated the honor code.

Academic Honor Code

1. I will take credit for my work. I will not cheat, help others cheat, or allow others to do my work for me.
2. I will not forge (fake/copy) signatures, records, information, or results.
3. I will not plagiarize. I will use quotations and cite sources when I use someone else's words and ideas.
4. I will be honest about my work with teachers, peers, and parent(s)/guardian(s).
5. I will abide by all ACS Board Policies in relation to classes, assignments and grading.

Honor Code Infractions

Infractions of the honor code include the following:

- Cheating
- Plagiarism
- Lying and Forgery

Cheating includes, but is not limited to, the following:

- Communicating with another student during a test, quiz, or any other form of evaluation
- Copying or allowing copying in any testing situation
- Copying or allowing copying of homework, class work, projects, or other material unless specifically allowed by the teacher
- Using unauthorized notes or devices
- Attempting to cheat
- Submitting falsified information for grading purposes
- Obtaining a copy of and/or information about an examination or giving information about such examinations without the knowledge of the teacher
- Collaboration, considering that study or homework collaboration is not considered academic dishonesty unless the teacher prohibits or limits procedures or expectations
- Securing a copy of a test prior to taking it

Plagiarism includes, but is not limited to, the following:

- Presenting, as one's own, words, works, or opinions of someone else without proper acknowledgment
- Borrowing the sequence of ideas, the arrangement of material, or the pattern of thought of someone else without proper acknowledgment

The following are examples of plagiarism:

- Failure to document with quotation marks any material copied directly from other sources
- Failure to provide a bibliography
- Use of another's work as one's own, particularly in the creative arts, i.e., themes, poems, musical compositions, artwork, or book review

Lying and forgery include, but are not limited to, the following:

- Intentionally telling an untruth or falsehood
- Any form of deceit, attempted deception, or fraud
- Lying to administrators, faculty members, and other staff
- Falsifying any school document
- Signing any signature that is not one's own
- Altering or falsifying notes and passes
- Submitting or taking credit for work prepared in a group or collaborative activity in which the student did not contribute

Artificial Intelligence (AI)

ACS Policy 4.405

"Artificial Intelligence" (AI) means a machine-based system that can, for a given set of human-defined objectives, make predictions, recommendations, or decision influencing real or virtual environments and that is capable of using machine and human-based inputs to perceive real and virtual environments, abstract such perceptions into models through analysis in an automated manner, and use model inference to formulate options for information or action.

General Principles for Students

Students shall not enter personally identifiable information into any artificial intelligence system, without the prior approval of the ACS Technology Department.

Students may only use AI for age appropriate curriculum purposes, if specifically approved by their teacher.

When using AI for purposes set forth in this Policy, students shall crosscheck and verify information obtained through AI.



AI shall not be used as a substitute for a student's own work. "Plagiarism" is defined as the practice of taking someone else's work or ideas and passing them off as one's own. "Plagiarism" shall be considered to be cheating. "Plagiarism" is strictly prohibited.

Use of AI by students, teachers, and staff shall be in conformity with the ACS Technology Use Policy.

Students with Disabilities

Students with disabilities are included in all Arlington Community Schools. Schools are expected to initiate actions that enable students with disabilities to become an accepted part of the student body and are treated with the same respect as regular students. Consequences for offenses directed toward students with disabilities should reflect the severity or repetition of the offense.

Students with disabilities have special protections provided through law against unilateral suspension. While certain levels of behavior are expected of special education students, disabling conditions may impact the student's amnesty. It is imperative that school personnel be aware of which students are classified as disabled under either IDEA or Section 504. A student with a disability shall not be unilaterally removed from school for more than ten days before a Manifestation Determination is convened to determine whether the student's offense was caused by his/her disability.

At the initial IEP team meeting or annual review, plans are established which address behavior management as well as academic and vocational skills. The student's IEP reflects expected behaviors, objectives to modify behavior, and pre-established consequences when appropriate. A written record is kept of all discussions and disciplinary actions taken. Whenever possible, suspension or expulsion is the last action used. It is recommended that lesser consequences such as time out, detention, supervised study, on-site intervention, etc. be used before resorting to suspensions. It is important that the team includes an instructional component designed to teach the student skills such as anger management, conflict resolution, showing respect to others, and effective communication designed to prevent future misbehavior. When there is no relationship between a child's behavior and his/her disability, the student can be suspended or expelled according to normal school policy; however, educational services are continued to the extent required.

Arlington Community Schools Student-Parent Handbook

Students and parents may review the ACS Student Handbook at <https://resources.finalsite.net/images/v1753127409/acsk12/vzjpap4bjeixteryqkdx/ACSStudentHandbook.pdf>

2026 - 2027 Instructional Calendar



2026 - 2027 Student Calendar

Important Dates

July 30 August 6 TBD by School	Enrollment Verification First Day of School Open House
September 7 September 24	Labor Day Parent-Teacher Conferences
October 9 October 12-16 October 19	End of 1st Quarter Fall Break Q2 Begins
November 11 November 23-27	Veterans Day Thanksgiving Break
December 16-18 December 18 December 21-31	Semester Exams End of 2nd Quarter (1/2 Day) Winter Break
January 1-3 January 4 January 5 January 18 TBD by School	Winter Break Teacher PD (No Students) Students Return/Q3 Begins MLK Day Curriculum Night
February 11 February 12 February 15	Parent-Teacher Conferences Teacher PD (No Students) President's Day
March 12 March 15-19 March 22 March 26	End of 3rd Quarter Spring Break Q4 Begins Good Friday
May 19-21 May 21	Semester Exams Last Day of School! (1/2 Day)

AUGUST

SU	M	TU	W	TH	F	SA
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER

SU	M	TU	W	TH	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER

SU	M	TU	W	TH	F	SA
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER

SU	M	TU	W	TH	F	SA
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER

SU	M	TU	W	TH	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JANUARY

SU	M	TU	W	TH	F	SA
					1	2
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24	25	26	27	28	29	30
31						

FEBRUARY

SU	M	TU	W	TH	F	SA
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14	15	16	17	18	19	20
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28						

MARCH

SU	M	TU	W	TH	F	SA
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21	22	23	24	25	26	27
28	29	30	31			

APRIL

SU	M	TU	W	TH	F	SA
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18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY

SU	M	TU	W	TH	F	SA
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

1/2 Day Dismissal Times:

AHS: 10:30 AM
AES & DES: 11:30 AM
AMS: 12:15 PM

Legend:

No School (Red)
Exams (Green)
Conferences (Blue)

BOARD APPROVED 02.25.25

